



Blenheim Gardens RMO Guidance Leaflet

Your guide to Housing Benefit

in partnership with



This guidance leaflet has been developed by Blenheim Gardens RMO to aid residents who may wish to claim Housing Benefit and/or Council Tax benefit. Blenheim Gardens RMO wants everyone who would qualify for Housing Benefit to claim the help they are entitled to receive.

Can I claim Housing Benefit?

You can make a claim for Housing Benefit if:

- You pay rent to Lambeth Council
- You pay rent to a landlord
- You pay rent to a housing association
- You are a boarder whose rent includes meals
- You live in a Hostel
- You live in a mobile home or houseboat
- You are renting under a shared ownership arrangement

Can you tell me about the circumstances where I will not be entitled to claim Housing Benefit?

You will not be entitled to any Housing Benefit if:

- You are not responsible for paying the rent. However, in certain circumstances, you can be treated as the person who is responsible for paying the rent, even if your name is not on the tenancy agreement, for example, you are the partner of the person named on the tenancy agreement
- Either you or your partner, or both of you together, have more than £16,000 in savings (unless you get the guaranteed part of Pension Credit).
- You pay rent to a close relative who lives with you
- You live in a care home, such as a nursing home or elderly person's home
- You rent from your ex-partner and you both used to live there
- You are the parent or guardian of your landlord's child

- You live in the home as part of your job
- You are an asylum seeker, unless you've been given refugee status or indefinite or exceptional leave (also called discretionary or humanitarian leave) to remain in the United Kingdom
- You have been admitted to the United Kingdom on the condition that you have no recourse to public funds. This means that you must not claim benefits
- You are a sponsored immigrant and have lived here for less than five years
- You are in the United Kingdom illegally or your permission to stay has run out

It is advisable to get specialist advice regarding claiming Housing Benefit if you have newly arrived in or have recently returned to the United Kingdom, or if you have complex benefits needs. Specialist welfare benefit advice can be provided by our partner organisation Clapham Community via their website www.claphamcommunityproject.org.uk or in person at:

Clapham Community Project
St. Anne's Hall
Venn Street
London SW4 0AX

Phone/fax: 020 7720 8731
Advice: 020 7627 0240
E-mail: admin@claphamcommunityproject.org.uk

Are there any other circumstances that might affect my eligibility to Housing Benefit?

You may not get Housing Benefit if any of the following apply:

- You used to live with your landlord as a family member, relative or friend, and now pay that person rent
- You live in a property run by a religious order and you are a member of that religious order

Please turn over...

- You rent from a trust and you are also a trustee or beneficiary
- You rent the property from a company and you are a director or employee of the company
- You used to own the property which you now rent
- You are a student (most full-time students don't qualify, some do)
- You are temporarily living away from your usual home

Where can I get a Housing Benefit application form?

HB forms are available by downloading the forms from Lambeth's website at www.lambeth.gov.uk/Services/AdviceBenefits/ by visiting the estate office or by going to:

Olive Morris House
18 Brixton Hill
London SW2 1RL

Phone: 020 7649 9311

We can arrange for an application form to be sent to you by telephoning 020 7926 0158 or emailing us at blenheimgardens@lambeth.gov.uk

What evidence and items of proof do I need to provide?

- Your fully completed claim form
- Evidence of Identity
- Evidence of your address
- Evidence of your National Insurance Number
- Evidence of capital, savings and investments
- Evidence of earnings
- Evidence of other income
- Evidence of benefits, allowances or pensions
- Important – please do not send order books through the post.
- Evidence of private rent and tenancy

- Evidence of other money paid out
- Please ensure you retain all your receipts

It is important that you contact the Housing Benefit department if you need more time to supply your proofs.

I have difficulty getting around; would it be possible for someone to come to my home to collect the claim form and proofs?

Yes, you can make an appointment for one of Housing Benefit advisors to visit you in your own home by phoning 020 7649 9311.

Please be reminded that you do not have to complete a new Housing Benefit form each year if you are over 65 years old. Also, if you move or your circumstances change, you are only required to complete a "change of circumstances form". Please remember to declare all changes in circumstances, for example: changes in income, employment, if a child moves out, your relationship status changes etc. If you require general welfare benefit or legal advice please contact any of the agencies listed below:

Brixton Advice Centre

167 Railton Road
Brixton
London SE24 0LU

Phone: 020 7733 4674

Centre 70

46 Knights Hill
West Norwood
London SE27 0JD

Phone: 020 8670 0070

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Clapham Community Project

St Anne's Hall
Venn Street
Clapham
London SW4 0BN

Phone: 020 7627 0240

Lambeth Citizen's Advice Bureau

Ilex House
1 Barrhill Road
Brixton
London SW2 4RJ

Phone: 020 8674 8993

Lambeth Law Centre

Unit 4
The Co-op Centre
11 Mowll Street
London SW9 6BG

Phone: 020 7840 2000

Fax: 020 7820 8303

Email: admin@lambethlawcentre.org

Waterloo Action Group

14 Bayliss Road
Waterloo
London SE1 7AA

Phone: 020 7261 1404

Age Concern

Third Floor
336 Brixton Road
London SW9 7AA

Phone: 020 7733 0528
Fax: 020 7346 6814
Email: admin@aclambeth.org.uk
Website: www.ageconcernlambeth.org.uk

Department of Work and Pensions

Website: www.dwp.gov.uk/

The Pension Service

PO Box 4
Gateshead NE92 1BQ

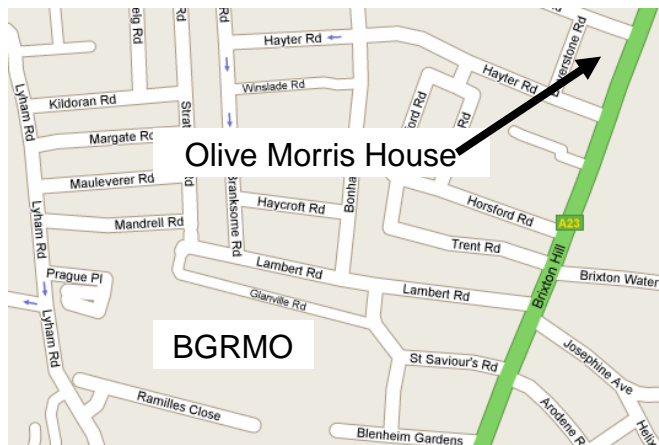
Opening hours: Monday to Friday 8.00am to 8.00pm
Phone: 0845 606 0265
Fax: 0191 218 6061
Textphone (for those with speech or hearing difficulties) 0845 606 0285

Help the Aged

207-221 Pentonville Road
London N1 9UZ

Phone: 020 7278 1114
Fax: 020 7278 1116
Email: info@helptheaged.org.uk
Website: www.helptheaged.org.uk

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Ways to contact us:

Blenheim Gardens RMO
24 Prague Place
London SW2 5ED

Phone: 020 7926 0158
Website: www.bgrmo.org.uk
Email: blenheimgardens@lambeth.gov.uk

If you would like this information in large print, Braille, or in another format or language, please phone us on 020 7926 0158.

Español: *Si desea esta información en otro idioma, rogamos nos llame al 020 7926 0158.*

Français: *Si vous souhaitez ces informations dans une autre langue veuillez nous contacter au 020 7926 0158.*

Português: *Se desejar esta informação noutro idioma é favor telefonar para 020 7926 0158.*

Twi: *Se wope saa nkaeboy yi wo kasa foforo mu a fre 020 7926 0158.*

Yoruba: *Tí ẹ ba ẹ imoràn yìí, ní èdè Òmíràn, ẹjọ, ẹ kàn wà l'ágogo 020 7926 0158.*

